

# May 18th, 2001

**Issue 10 of the EPSQ Electronic News service**

**Please pass this information along to a colleague.**

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## CURRENT NEWS

**\*\*\*\*** **I**MPORTANT CUSTOMER INFORMATION - DSS MOVE TO FT. MEADE, MD -  
SYSTEM DOWNTIME

Please be advised that many DSS functions currently located at our Baltimore, Md. and Linthicum, Md. addresses will be moving to the new DSS Building at Ft. Meade, Md. beginning Friday, May 25th, 2001. The move is expected to be complete by Tuesday, May 29th, 2001.

DSS is making every effort to minimize the effect this move will have on our customers. During this period ALL DSS systems will be unavailable to our customers. The systems affected include, but are not limited to CCMS, DCII, email capability and the DSS Web sites with their associated utilities (e.g. DCII, CVA, EPSQ Mailbox, EPSQ Receipt System and the LOC System).

Email capability will shutdown at 2:00pm EDT on Friday, May 25th and will be restored by 6:00am EDT on Tuesday, May 29th. All other DSS systems will shutdown at 5:00pm EDT on Friday, May 25th and will be restored by 6:00am EDT on Tuesday, May 29th. DSS Customer Service will be available until 6:00pm EDT on Friday, May 25th and will be available again beginning 6:00am EDT on Tuesday, May 29th.

We appreciate your patience while we make the move to our new building

The address for the new DSS facility at Ft. Meade, MD can be found below. Suite numbers should be used when addressing mail destined to the new facility at Fort Meade.

Example using three lines:

DEFENSE SECURITY SERVICE  
601 10TH STREET SUITE 200  
FORT GEORGE G MEADE MD 20755-5134

Example using the Attention Line:

PSI PROGRAM MANAGER  
DEFENSE SECURITY SERVICE  
601 10TH STREET SUITE 106  
FORT GEORGE G MEADE MD 20755-5134

Specific suite numbers and Organization Names (for Attention Line) can be found on the document entitled Organization Suites for Fort Meade currently available at <http://www.dss.mil/epsq/>.

**\*\*\*\*** **T**RANSFER of ADDITIONAL PERSONNEL SECURITY INVESTIGATION  
WORKLOAD to the OFFICE OF PERSONNEL MANAGEMENT (OPM)

Just a Reminder....Please immediately read Transfer of Additional Personnel Security Investigation Workload to the Office of Personnel Management (OPM) dated April 30, 2001 located at <http://www.dss.mil/epsq/>.

At the direction of the Acting Assistant Secretary of Defense for Command, Control, Communications and Intelligence (C3I), DSS will not process any investigation request that should have been sent to OPM according to the guidance in the above referenced memo, effective May 21, 2001. As noted in the memo, this is a temporary action to allow DSS to reduce the pending investigative workload and lapse times to more acceptable levels.

Industrial/Contractor customers should continue to send all DISCO 562s to DSS for processing.

DSS will continue to conduct investigations for industry/contractor collateral clearances and US Army/Coast Guard Entrance National Agency Checks (ENTNACS). Collateral clearances are those clearances that don't involve SCI and SAP access.

Due to resource considerations, DSS will not return misrouted EPSQs, signed releases or fingerprint cards to the sender, nor will they be forwarded to OPM.

Military service requesters should refer to service implementation guidance which is forthcoming.

Additional Instructions regarding Which Industry Investigations Go To OPM and Submitting Industry SCI/SAP Personnel to OPM have also been posted on <http://www.dss.mil/epsq/>.

This guidance is expected to remain in place through the end of Calendar Year 2001.

\*\*\*\* **N**EW - Frequently Asked Questions (FAQs) have recently been posted on <http://www.dss.mil/epsq/> in response to your emails and phone calls regarding the Transfer of Additional Personnel Security Investigation Workload to OPM. We hope you find the answers helpful.

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### **NOTEWORTHY**

\*\*\*\* **I**n case you didn't already know.... EPSQ Version 2.2 was released on Monday, April 30th. Please visit <http://www.dss.mil/epsq/> to download this latest version.

\* **T**hanks for your support... Our EPSQ Enews reader list has grown to over **6700** names.

\* **C**heck out our Enews Archives at <http://www.dss.mil/eneews/archive/archive.htm>

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### **TIPS OF THE DAY**

- **W**hen installing the new EPSQ version 2.2 please be aware that the installation program uses a default install directory of c:\epsq2xso (Security Officer Edition) and c:\epsq2xsu (Subject Edition). If you are applying the patch for version 2.2 and you do not have your current installation in the default directory, you should change the directory when installing the patch to your current installation location.

- **P**lease be sure to visit our web site at <http://www.dss.mil/epsq/> Some of the resources you will find there include: EPSQ Software, Important News & Notes, Worksheets (SF86, SF85P, SF85PS), LOC & Receipt System, FAQs, Documentation, and On-Line User Guides.

**Thank You.**

**EPSQ Project Office  
DSS**